



Minute

IJB Clinical and Care Governance Committee

1:30 pm, Thursday 7 December 2023

Virtual Meeting –via Microsoft Teams

Present: Councillor Vicky Nicolson (Chair), Helen FitzGerald, Peter Knight, Jacqui Macrae, Allister McKillop, Councillor Claire Miller, Robin Balfour, George Gordon and Rose Howley.

In attendance: Taylor Ward, Jacqueline Boyle, Hannah Cairns, Helen Elder, Deborah Mackle and Mike Massaro-Mallinson.

Apologies: Jennifer Evans.

Declarations of interest: None.

1. Minutes

Decision

To approve the minute of the meeting of the Clinical and Care Governance Committee held on 20 September 2023 as a correct record.

. Outstanding Actions

Members were updated on any outstanding actions.

Decision

- 1) To close items 1-7 of the outstanding actions.
- 2) To request that SBAR information is circulated to members.

- 3) To request that more information on the integration of manual handling is included in the next Health and Safety Update report to Committee.

(Reference – Outstanding actions, submitted.)

3. Annual Cycle of Business

The updated Annual Cycle of Business was presented.

Decision

- 1) To agree the updated annual cycle of business.
- 2) To note that the annual cycle of business would be routinely reported to the Clinical Care and Governance Committee throughout 2024.
- 3) To note that the care at Home report would be brought to Committee on 21 May 2024.

(Reference – Annual Cycle of Business, submitted.)

4. Clinical and Care Governance Group Update

An update was provided from the Edinburgh Health and Social Care Partnership Clinical and Care Governance Group (C&CGG) on progress since the last update to the committee in February 2023 around the establishment of a C&CGG and assurance reporting framework.

Decision

- 1) To note the progress made in establishing a C&CGG.
- 2) To note the progress made around the implementation of an assurance reporting framework.
- 3) To note the assurance levels reported from some of the services within EHSCP.
- 4) To consider the plans to move towards professional assurance reporting in addition to the agreed framework for operational assurance reporting.
- 5) To note that there were now 7 teams reporting to the Committee on assurances.
- 6) To request a summary of the action tracker used to log actions is included in the next report to Committee.

- 7) To request Officers provide information on the North West locality team and check why assurance reports weren't provided.
- 8) To request verbal updates are given for areas with red flag levels at future Committees.

(Reference – report by the Clinical Director, Edinburgh Health and Social care Partnership submitted.)

5. Self-Directed Support Policy

An update was provided on the development of the Self-Directed Support Policy.

Decision

- 1) To note the response from the Policy and Sustainability Committee on 24 Oct 2023 on the presentation of the policy.
- 2) To note the content of the report by the Service Director, Edinburgh Health and Social Care Partnership.
- 3) To note the plan to develop the Self-Directed Policy.
- 4) To note that the Policy and Integrated Impact Assessment report would be included on the agenda for the next Committee meeting on the 28 February 2024.
- 5) To note the intention to hold engagement events would be held throughout the year to receive feedback from members and stakeholders.

(Reference –report by the Service Director, Edinburgh Health and Social Care Partnership, submitted.)

6. EHSCP Care Homes Inspection Report 2023

A summary was provided of the Care Inspectorate Inspection reports on six Council care homes from June to October 2023.

Decision

- 1) To note the Care Inspectorate report and the mitigating actions set out in the report by the Service Director, Edinburgh Health and Social Care Partnership.
- 2) To note that activity coordinators were being implemented into care homes.
- 3) To request Officers coordinate a site visit to the Ferylee Care Home for members of the Committee.

(Reference –report by the Service Director, Edinburgh Health and Social Care Partnership, submitted.)

7. Governance and Quality Assurance emerging from the Adult Support & Protection and Social Work Care Inspection Improvement Plan

Additional information was provided on the aspects of the Adult Support & Protection and Social Work & Social Care Improvement Plan that relate directly to Governance and Quality Assurance.

Decision

- 1) To note the actions taken in response to the respective reports in relation to governance and quality assurance.
- 2) To note that a clear line of professional social work governance and oversight now exists through the introduction of the Principle Social Work Officer role, the Chief Social Work Officer and the Clinical Care Governance Group.
- 3) To note the mechanisms in the place now need to be developed further and fully established to deliver the necessary assurance.
- 4) To note the moderate assurance offered on the quality assurance and governance arrangements within social work, social care and Adult Protection.
- 5) To note work was ongoing around communication in the Scottish Governance Group, and Clinical and Care Governance framework was being applied.
- 6) To request Officers examine why recruitment was still ongoing for the chair of the APC and what could be done to recruit into post.
- 7) To note Officers were providing information to other areas in Edinburgh on the EHP framework and this would be implemented to all areas within six months so better communication and assurances were provided.
- 8) To request the presentation on digital strategy that was presented at the SPG was shared with members of the Committee.
- 9) To request the membership of the Data and Digital Strategy Board is considered.
- 10) To note work was ongoing to track outcomes and KPI's and members to report to Officers with preferred formats of doing this.

(Reference –report by Principle Social Work Officer, Edinburgh Health and Social Care Partnership, submitted.)

8. Health and Safety Report

An update was provided on the management of health and safety matters within the Edinburgh Health and Social Care Partnership (the Partnership).

Decision

- 1) To note the information in the report by the Service Director, Edinburgh Health and Social Care Partnership.
- 2) To note that NHS Lothian Health and Safety teams would look at what risk themes would go to the next cycle of business.
- 3) To provide members with a link to the matrix on levels of staff training to handle violence and aggression within the workplace.
- 4) To identify areas where integrated training could be given, and to request this is looked at by Officers.
- 5) To note more detailed reporting would be given on violence and aggression towards staff, and to note this would be done in the Health and Safety report in quarter 4.
- 6) To request pathways for bariatric patients is included in the action tracker.

(Reference –report by Interim Chief Officer, Edinburgh Health and Social Care Partnership, submitted.)

9. Loan Working Report

The purpose of this report was to provide the **Edinburgh Clinical and Care Governance Committee** an update on the arrangements for the safe management of activities involving lone working. This included our current assurance levels risk assessment arrangements and an update on City of Edinburgh Council internal audit recommendations. It identified the types of situations that are lone working, provides guidance on managing these activities safely and outlines the measures available, or that should be considered, to minimise the risks that may arise from lone activities. Further consideration on recommendations and improvements were made in line with the audit actions set in June 2020.

Decision

- 1) To defer consideration of the report to the next Clinical, Care and Governance Committee due to time constraints.
- 2) To request further information is provided in the report in the Equality and Integrated Impact Assessment section.

(Reference –report by Service Director, Operations, submitted.)

10. Date of Next Meeting

Wednesday 28 February 2024 at 10.00pm on a hybrid basis in the Dunedin, High Street, Edinburgh and via Teams.